PS 3000N Australia

Electronic Postage Computing Scale

Range 5000 gram, resolution 1 gram

USER MANUAL

Product and Service Information: http://www.elane.net

INTRODUCTION

The PS3000N Electronic Postage Computing Scale is an electronic compendium of postal services which incorporates and displays the cost of virtually all basic and supplementary postal services. It is graduated in 1 gram steps throughout its 5000 gram capacity and displays the weight of any item placed on its weighing platform together with the service(s) selected and total postage cost. It also has manual weight entry of up to 20 kg to calculate parcels that are beyond scale's weighing capacity.

All countries worldwide are programmed into the PS 3000N's database, therefore it is not necessary to refer to other lists and postal regulations. Simply key the name of the country into the scale via the alphanumeric multi-function keyboard and the scale will automatically display the postage rates applicable to that country.

SPECIFICATIONS

Capacity	5000 grams
Accuracy	1 gram
Power Supply	12V – 15V AC/DC adapter
Power Consumption	Approx. 400 mW
Tare	1500 grams
Minimum weight	2 grams
Minimum add weight	1 gram
Display	16 characters x 2 line LCD display
	1st line of the LCD displays messages, class/service, destination zone
	2nd line of the LCD displays weight in grams, postage due
Dimensions/Weight	Overall – 11" x 7 ¾" x 3 ½"
Platform	5" x 7 ½" (opens for flats)
Unit weight	1676 grams
Packaged weight	1733 grams
Rate change	Easily replaceable Plug-In rate chip

SOFTWARE COPYRIGHT AND LICENSE CONDITIONS

Please read this agreement carefully before using the program. By using the new ELANE data chip, you agree to abide by these terms and applicable copyright laws. If you do not agree, promptly notify the provider of the program and request a refund of the amount you paid.

The program is owned by ELANE ELECTRONICS (AUSTRALIA) Pty. Ltd. and is licensed to the purchaser of the program, not sold.

ELANE grants the purchaser the nonexclusive license for the program.

LICENSE:
Under this license you may use the program on one unit PS3000N and may transfer all of your license rights to another party in case of sale or transfer of the complete PS3000N unit.
You may not:

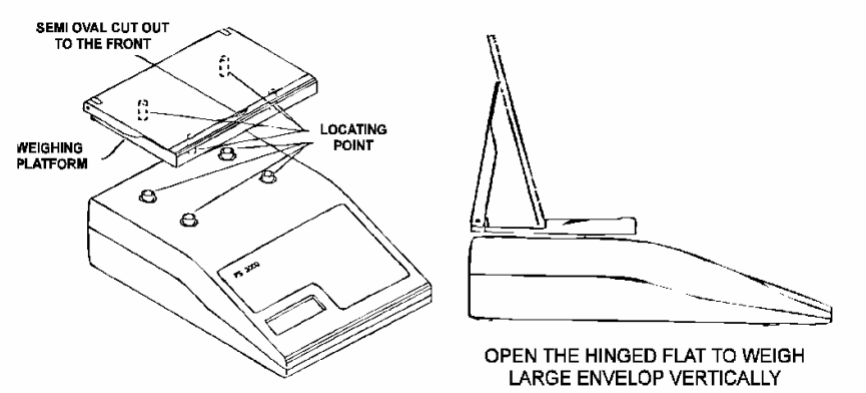
1.) use, copy, merge, or transfer the program except as provided in this agreement.
2.) reverse assemble, reverse compile, or otherwise translate the program
3.) sublicense, rent or lease the program

Limitation of Liability:
ELANE will not be liable for any lost profits, lost savings, incidental, special or indirect damages or other economic consequential damages during the use of the PS3000N and its program.

SERVICE

To be able to update you about new rate changes or other improvements please register your PS3000N Australia scale at http://www.elane.net/product_registration.php. For more information on product updates, please visit www.elane.net.

FITTING THE WEIGHT PLATFORM TO THE SCALE



(i) Gently fit the weighing platform to the body of the scale via the location points. Make sure that the semi-oval recess faces the front (keyboard) end of the scale. Do not press hard or use force.

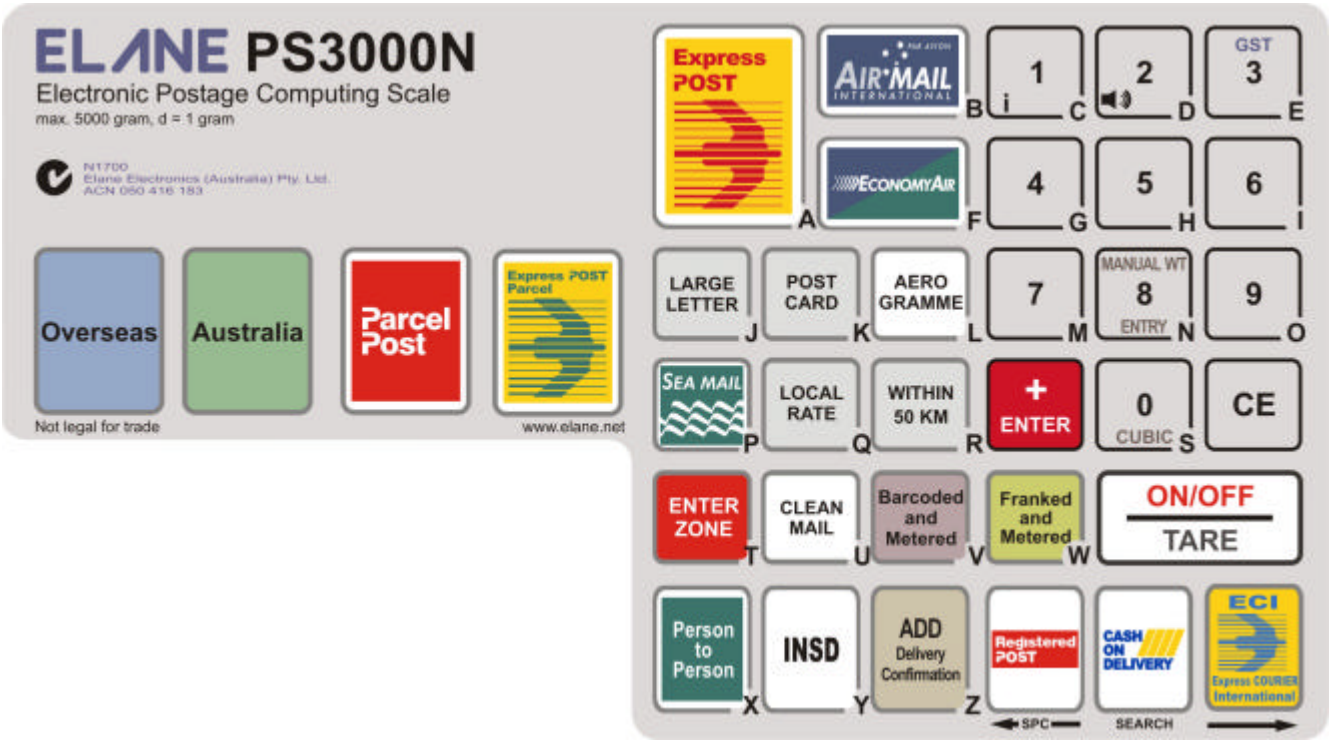
(ii) Plug the mains adapter supplied with the scale into the mains and connect the adapter's output plug to the input socket at the rear of the scale.

(iii) Place the scale on a firm level surface. Switch on the mains supply.

(iv) Press the "ON/OFF/TARE" key.

(v) The display will show "STANDARD, 0g" and the minimum rate of postage for domestic standard letter.

The PS3000N Australia Keyboard



KEYBOARD FUNCTIONS

KEY	FUNCTION
OVERSEAS/CNTRY - CODE	Pressing this key selects and displays the cost of Overseas Airmail Standard Letter postal service. It is also used to change destination for overseas mail.
AUSTRALIA	Pressing this key selects and displays the cost of Domestic Standard Letter postal service.
PARCEL POST	Pressing this key selects and displays the Parcel service charges.
EXPRESS POST PARCEL	Pressing this key selects and displays the Express Post Parcel service charges.
ENTER/+	Press this key when you have completed keying in requested information. It can also be used to manually add further amounts to the displayed postage.
CE (CLEAR ENTRY)	Pressing this key will de-select any add-on services selected (i.e. Cert, INSD, ADD etc.). It also clear the requests for input or act as a backspace key when entering information according to the mode the scale is in.
ON/OFF/TARE	Pressing this key switches the scale on. Pressing it again will switch it off if the weight shown on the display is "0gram" or will tare the weight (i.e. set it to zero) if a positive weight is displayed.
REGISTERED POST	Press this key when you wish to add on the charges for fully documented hand to hand delivery with special dispatch and transmission arrangements. It also used to add spaces when entering information and to browse down the City (Domestic) or Country (Overseas) database according to the scale mode.
CASH ON DELIVERY (COD)/SEARCH	Pressing this key when you wish to add on the charges for postal and article collection from the addressee. It also enables you to enter the name of the destination country (Overseas) if you are unsure of the code reference.
EMS INTERNATIONAL COURIER	Pressing this key selects and displays the cost of Express Courier International postal service (formerly called EMS – Express Mail Service).
EXPRESS POST/A	Pressing this key selects and displays the cost of Express Post Envelope ,Satchel or Int'l Non Prepaid services. It also serves as letter "A".
AIRMAIL/B	Pressing this key selects and displays the cost of posting by Airmail to the required destination in overseas mail. It also serves as letter "B".
1/i/C	This key serves as the figure "1", the letter "C". It also serves as an "information" key, to display any supplementary services selected and/or destination country.
2/ /D	This key serves as figure "2", the letter "D" and also switches the keyboard tone on/off.
3/E/GST	This key serves as the figure "3" and the letter "E". It is also used to display rates inclusive of GST.
ECONOMY AIR/F	Pressing this key selects and displays the cost of posting by Economy Air (previously known as Surface Air Lifted) to the required destination. It also serves as letter "F".
4/G	This key serves as figure "4" and the letter "G".
5/H	This key serves as figure "5" and the letter "H".
6/I	This key serves as figure "6" and the letter "I".
ENTER ZONE/T	Pressing this key enters the Zone selection mode. Press the Left or Right arrow keys followed by the Enter key to select the desired destination. It is activated only during the Postcode/Zone Entry. This key also serves as letter "T".
LARGE LETTERS/J	Pressing this key selects and displays the cost of Large Letter (non-standard letter) postal service both for Domestic. It also serves as letter "J".
SEA MAIL/P	Pressing this key selects and displays the cost of Surface (by sea) postal service. It also serves as letter "P".
7/M	This key serves as figure "7" and the letter "M".
8/N/ MANUAL WEIGHT ENTRY	This key serves as figure "8" and the letter "N". Pressing this key will also prompt you to manually enter the desired weight for the current postal service (depending on model).
9/O	This key serves as figure "9" and the letter "O".
BARCODED AND METERED/V	Pressing this key selects and displays the Barcoded and Metered Letter rates. To get Small Letter Barcoded and Metered rates, press the Australia key and then press the Barcoded and Metered key. To get Large Letter Barcoded and Metered rates, press the Large Letter key and then press the Barcoded and Metered key. It also serves as letter "V".
LOCAL RATE/Q	Pressing this key selects and displays the cost of Local Parcel rate. It also serves as letter "Q".
WITHIN 50 KM/R	Pressing this key selects and displays the cost of Parcels lodged at the post office within 50 km of the delivery office. It also serves as letter "R".
0/CUBIC/S	This key serves as the figure "0" and the letter "S". It is also used to enter the dimensions for cubic charging computation for domestic parcels.
POSTCARD/K	Pressing this key selects and displays the cost of Postcard postal service. It also serves as letter "K".
AEROGRAMME/L	Pressing this key selects and displays the cost of Aerogramme postal service. It also serves as letter "L".
CLEAN MAIL/U	This key serves as letter "U". It also activates the Clean Mail service from Standard and Large Letter services up to 125g.
Franked and Metered/W	Pressing this key will display the "Frank and Metered" rates. It also serves as letter "W".
PERSON TO PERSON/X	Press this key when you wish to add on charge for proof of posting and delivery to the article. It also serves as letter "X" when in input mode. This key is also used to display the 8-digit serial number of your scale. Press Person to Person key during startup and scale displays "Selftest…..".
INSD (INSURED)/Y	Press this key when you wish to add on Insurance cover (value must be over $100.00 to $5000) to the article. It also serves as letter "Y" when in input mode.
DC (DELIVERY CONFIRMATION)/Z	Press this key when you wish to add on receive advice to the article. It also serves as letter "Z".

SERIAL NUMBER DISPLAY

To check press

Person to Person while scale is going through Selftest.

The display will read:
Serial Number
XXXXXXXX (the 8-digit serial number of the scale)

FRANKED AND METERED RATES SETTING

Before using your new PS 3000N, you must set whether it will default to assessing Franked and Metered rates or not. To set the default, please follow these steps :

1. Press the 'ENTER ZONE key.

The scale display will show

1: Lodgment SET:
2: FM/NoFM

2. Press the number 2 on the keypad. The scale will prompt

1: FM
2: NO FM

3. Press 1 if you want to use Frank and Metered rates or press 2 if you want to use the normal rates. A confirmation message is displayed.

LODGMENT ZONE SETTING

IMPORTANT: you must set this function in your scale before assessing postage for domestic mail and parcels.

Before using your new PS 3000N, it is very important that it be told where it lives. This is necessary so that the internal computer can assess postal charges from your location to any destination within Australia.

To set the Lodgment zone,

1. Press the 'ENTER ZONE' key.

The scale will prompt

1: Lodgment SET:
2: FM/ no FM

2. Press 1 on the keypad. The scale will display a "Lodgment Zone Entry" message for a short while and then it will prompt

0 Enter Postcode

3. Type a Postcode. Complete the entry by pressing "ENTER"

Refer to the Postcode table on the next page to identify the zone applicable to your own address.

If a number is entered outside the given range, the scale will display an "Enter Postcode" message. The scale will again ask you to enter a correct Postcode number. Any subsequent powering-on of the scale will no longer require you to enter a lodgment zone because the zone has already been stored internally in the non-volatile memory of the PS3000N scale.

Parcel, Air Parcel, Express Post, Regular Parcel Zones

Post Code	*Zone*	*Lodgment Zone*	*Post Code*	*Zone*	*Lodgment Zone*
New South Wales					
			3921-3925	V2	4
0200-0299	N2	2	3926-3944	V1	3
1000-2263	N1	1	3945-3971	V2	4
2264-2484	N2	2	3972-3978	V1	3
2485-2486	N2/Q1*	17	3979	V2	4
2487-2499	N2	2	3980-3983	V1	3
2500-2530	N1	1	3984-3999	V2	4
2531-2554	N2	2	8000-8999	V1	3
2555-2574	N1	1			
2575-2639	N2	2	**Queensland**		
2640-2641	V2/N2*	18	4000-4224	Q1	5
2642-2647	N2	2	4225	N2/Q1*	17
2648	V2†	4	4226-4229	Q1	5
2649-2714	N2	2	4300-4449	Q2	6
2715	V2†	4	4450-4499	Q3	7
2716	N2	2	4500-4549	Q1	5
2717-2719	V2†	4	4550-4699	Q2	6
2720-2730	N2	2	4700-4805	Q3	7
2731-2739	V2†	4	4806-4899	Q4	8
2740-2786	N1	1	9000-9299	Q1	5
2787-2879	N2	2	9400-9596	Q1	5
2880	S2#	10	9597-9599	Q2	6
2881-2889	N2	2	9700-9799	Q1	5
2890	N1	1	9880-9919	Q2	6
2891-2898	N2	2	9920-9959	Q3	7
2899	NF	16	9960-9999	Q4	8
2900-2999	N2	2			
			South Australia		
Victoria			5000-5199	S1	9
			5200-5749	S2	10
3000-3220	V1	3	5800-5999	S1	9
3221-3334	V2	4			
3335-3341	V1	3	**Northern**		
3342-3424	V2	4	**Territory**		
3425-3443	V1	3	0800-0999	NT1	11
3444-3688	V2	4			
3689-3690	V2/N2	3	**Western**		
3691-3749	V2	4	**Australia**		
3750-3811	V1	3	6000-6214	W1	12
3812-3909	V2	3	6215-6699	W2	13
3910-3920	V1	4	6700-6799	W3	14
			6800-6999	W1	12
			Tasmania		
			7000-7999	T1	15

* Zone with lower charge is used.
† For charging purposes these Post Codes are considered to be part of Victoria.
# Broken Hill (2880) is considered to be part of South Australia.

CUBIC WEIGHT

CUBIC weighing is applicable to the Domestic Parcel services (e.g. Local Rate, Within 50km, Parcel Post, Express Post Parcel). When the weight is greater than 1000g, press the Cubic weight key (also key "0"). After which, the three dimensions (length, width, or height in any order) will be entered one by one. Key in the number followed by the enter key. The dimensions are limited to 105cm.

When the three dimensions have been entered, the appropriate postage is displayed. The display will show the equivalent Cubed weight (if greater than actual weight) and corresponding postage. A "(C)" is appended to the weight display denoting it is CUBED. Press the CE key to exit CUBIC and go back to normal weighing mode.

OPERATING THE PS 3000N POSTAL SCALE

The PS3000N is easy to use and user-friendly in operation. First select which basic postal service you wish to use (e.g. STANDARD) then decide whether you wish to utilize any of the supplementary services (e.g. REGISTERED) and simply press the appropriate keys in turn. The display will guide you through, asking for the information it needs and display the services selected and the total postage.

It is only necessary to input the destination country for the item being posted outside Australia. However, not all of the international services and supplementary apply to every country. There are different regulations regarding maximum weight limits, postal services, etc. The PS3000N database has all regulations in memory and therefore eliminates guesswork and trips/calls to the post office.

To make full use of the database functions, it is advisable to enter a country by its code or by typing the name of the country. The entry of the domestic parcel zone is sufficient for prompts asking postcode.

For ease of use, each of the basic services is the subject of a separate chapter in this Manual and guides you through all necessary steps including the supplementary services.

Domestic Post - STANDARD LETTERS

The PS3000N "wakes up" in the Domestic Standard Letter mode when first switched on. If the scale has been used for other services press the "AUSTRALIA" key.

PRESS	*DISPLAY*
	STANDARD 200g $0.50

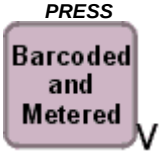
The first line of display confirms the basic service selected and the second line displays the minimum rate of postage for that service.

Place the item to be posted on the weighing platform. The second line of the display will change to indicate its weight in grams and the equivalent postage.

Note: *The maximum weight is 250 grams. If the weight exceeds limit, the display will automatically switch to Intrastate Large Letter.*

Domestic Post - STANDARD LETTERS BARCODED AND METERED

Pressing "BARCODED AND METERED" when Small Letter service is selected will display Barcoded and Metered Small Letter service.

PRESS	*DISPLAY*
	BAR & MTD STD 125g $0.48

Domestic Post - LARGE LETTERS

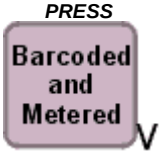
This is for sending Large Letters to an address in any state.

PRESS	*DISPLAY*
	LARGE LETTER 125g $1.00

Note: *If the weight exceeds limit, the display will automatically switch to Parcel Post.*

Domestic Post - LARGE LETTERS BARCODED AND METERED

Pressing "BARCODED AND METERED" when Large Letter service is selected will display Barcoded and Metered Large Letter service.

PRESS	*DISPLAY*
	BAR & MTD LL 125g $0.95

Domestic Post – CLEAN MAIL

Pressing "Clean Mail" when Small Letter service is selected will display the Clean Mail service. From Large Letter it goes to Clean Mail Plus.

PRESS	*DISPLAY*
	CLEAN 125g $0.45

Domestic Post - AEROGRAMME

Pressing this key in Domestic service will prompt you to Aerogramme service.

PRESS	*DISPLAY*

AEROGRAMME $0.45

Domestic Post - POSTCARD

Pressing this key in Domestic service will prompt you to Domestic Postcard service.

PRESS	*DISPLAY*
	POSTCARD 20g $0.50

Domestic Post – REGULAR PARCEL

Pressing "PARCEL POST" will switch to the Local Parcel Rate service.

PRESS	*DISPLAY*
	PARCEL 20gram $3.85

Domestic Post – LOCAL COUNTRY PARCELS

Pressing "LOCAL RATE" key will display Local Country (Surface) parcel,

PRESS	*DISPLAY*
	PARCEL SURF (L) 200gram $3.05

For Parcels over 500g, where delivery includes c arriage by air,

PRESS	*DISPLAY*
	PARCEL AIR 1000gram $14.90

Domestic Post - PARCELS WITHIN 50 KM

Pressing the WITHIN 50 KM key will prompt you to Local Parcels lodged at the post office Within 50 KM of the delivery service.

PRESS	*DISPLAY*
	PARCEL W/50KM 200gram $6.70

Domestic Post - PARCELS OVER 500G

When article sent in domestic mail is over 500grams, Parcel charges and conditions apply. You will be asked to enter the destination's post code or zone.

P.CODE/ZONE

1) Pressing "CE" will enable you to cancel this service.
2) Or press "ENTER ZONE" if the destination zone or if information required about the city is unknown. For more details please refer to special functions section of this manual.
3) Or input the ZONE NUMBER or the POST CODE

Pressing "AIR MAIL" will prompt you to Parcel Air service and display the corresponding postage rate.

Press "PARCEL POST" again to enter new POSTCODE or ZONE.

To select EXPRESS POST Parcel, press the "EXPRESS POST PARCEL" key.

International Post – STANDARD LETTER

Pressing the "OVERSEAS" key will automatically prompt you to International Air Letter service.

PRESS	*DISPLAY*

CTRY CODE/SRH

1. Pressing "CE" will enable you to cancel this service.
2. Or press "SEARCH" (CASH ON DELIVERY KEY) if the destination country is unknown. For more details, please refer to special functions section of this manual.
3. Or enter the 3-digit country code. Example:

PRESS	*DISPLAY*
+ ENTER	OVERS AIR STD 100 10gram $1.95

International Post - FRANKED AND METERED

Pressing “FRANKED AND METERED” when the International Letter or Parcel service is selected will display the corresponding franked and metered rates. The letters “FM” will be displayed on the second line denoting this mode.

PRESS	*DISPLAY*
Franked and Metered W	OVERSAIR STD 400 5gram FM $1.43

International Post – GST Included

Pressing “GST” when the International Letter or Parcel service is selected will display the corresponding rate including GST. The letters “GST” will be displayed on the second line denoting this mode.

PRESS	*DISPLAY*
GST 3	OVERSAIR STD 400 5gram GST $1.43

International Post - POSTCARD

Pressing this key in international Air service will automatically prompt you to International Postcard service.

PRESS	*DISPLAY*
POST CARD	OVER AIR P. C100 20gram $1.25

Note: *The maximum weight is 20grams. If the weight exceeds this limit, the display will show "EXCESS" until other basic services are selected or the weight is removed.*

International Post - PARCELS

Pressing this key in International Air/Sea/Economy Air service will automatically prompt you to International Air/Sea/Economy Air Parcel service.

PRESS	*DISPLAY*
Parcel Post	OVER AIR PAR 100 25g $8.50

Pressing "SEA MAIL" enables you to switch the service to SEA Parcel.

Pressing "ECONOMY AIR” enables you to switch the service to ECONOMY AIR Parcel.

Pressing "OVERSEAS" enables you to enter new destination and prompts you to International Air Letter service.

EXPRESS POST

Pressing this key will automatically prompt you to Express Post services.

PRESS	*DISPLAY*
Express Post	EXPRESS POST ENVELOPE OR SAT

The display will show:

Press	AUSTRALIA
or	OVERSEAS

Pressing “AUSTRALIA” will prompt for the domestic Express Post prepaid envelopes or satchels.

1=C5	2=B4
3=500g	4=3kg

Pressing “OVERSEAS” will prompt for the Express Post International prepaid envelopes and Non Prepaid Parcels

EXPRESS POST (I)
1=C5 2=B4 3= NONP

Press the digit to the corresponding service desired.
***Note:** 3=NONP option is the new Express Post International Non Prepaid service of Australia Post effective September 4, 2006.

EXPRESS POST PARCEL

Pressing this key will select and display EXPRESS POST PARCEL rates.

PRESS	***DISPLAY***
	E POST PAR 200g $7.00

EXPRESS COURIER INTERNATIONAL (formerly EMS - Express Mail Service)

Pressing this key will automatically prompt you to Express Courier International (ECI) service.

PRESS	***DISPLAY***
	CTRY CODE/SRH 10g

1) Pressing "CE" will enable you to cancel this service.
2) Or press "SEARCH" key if the destination zone unknown. For more details, please refer to special functions section of this manual.
3) Or you can enter the 3-digit code. Example:

PRESS	***DISPLAY***
	ECI 100 10g $38.00

Pressing “ECI” key again will display ECI Merchandise rates.
Pressing "OVERSEAS" enables you to enter new destination and prompts you to International Air Letter service.

SUPPLEMENTARY SERVICES

Almost all of the supplementary services offered here are available on the PS 3000N postage computing Scale. Please note:

a. in a number of instances, more than one supplementary service can be used for the same item. (e.g. it is possible to Register an article and use the Cash on delivery service for it)
b. if supplementary service key pressed is not applicable to the basic service selected, "ERROR" will appear in display.
c. if the selected country does not accept the service or have lower limits than the weight, "SERV NOT AVAIL" or “EXCESS” will appear in the display.

Person to Person
Provides proof of posting and signed record of delivery of articles. A single rate of charge applies which is automatically added on the PS 3000N to the cost of the service(s) being shown on the display when this key is pressed.

Insurance
Provides additional cover for articles over $100, and proof of lodgment and delivery. Insurance should be used to obtain cover up to $5000. Input the cover required by pressing the appropriate 0 - 9 keys (the scale will automatically switch to numeric input) and then press the "ENTER" key. The scale will automatically add on the appropriate charge for the value entered to the cost of the service(s) being shown on the display.

Delivery Confirmation
Provides the sender with a card signed by the recipient, proving that the dispatched article has been delivered. A single rate of charge applies which is automatically added on the PS 3000N to the cost of the service(s) being shown on the display when this key is pressed.

Registered Post
Protects valuable articles due to specialized handling and documentation procedures, and provides proof of lodgment and delivery. A single rate of charge applies which is automatically added on the PS 3000N to the cost of the service(s) being shown on the display when this key is pressed.

Cash On Delivery
Collects charges for goods and/or postage. Two types of COD is available here, COD(P) where only the postage (including fees) is to be collected from the addressee, and COD(P+C) with all other COD options. A single rate of charge applies which is automatically added on the PS 3000N to the cost of the service(s) being shown on the display when this key is pressed.

SPECIAL FUNCTIONS

The PS 3000N Postage Computing scale has a number of special function keys which provide access to the information contained in its databases and make the scale extremely versatile.

Key C (i/1/C)

The letter i stand for "information". It is possible to use a combination of several supplementary services. The scale only shows abbreviated messages for supplementary services that have been selected. You may lose track of what selections were selected. Whenever at least one supplementary service has been selected in conjunction with a basic service, pressing the "i" key will cause the scale to display each of the services selected one by one, showing the individual cost of each, and then re-display the total cost. This key can also be used to confirm the name of the Country selected.

Key D (»/2/D)

The » symbol indicates that this key can be used to disable the audio tone which is emitted when keys are pressed to confirm that the scale has responded to input. The tone can be re-enabled by re-pressing the same key or switching the scale off and on again.

Key (Registered Post or Security Post/SPC/<--)

This key has two special functions "SPC" and "<--" . The "SPC" function is used to enter a space between names when inputting the name of a Country or City (e.g. NEW ZEALAND / NEDLANDS). The "<--" function is used to browse backwards through the PS 3000N's database. Once a Country or City name has been input alphabetically, it is possible to browse (i.e. in the reverse alphabetical order) from that point through the list of Countries or Cities held in the database by pressing this key. Each key depression moves back one name.

Key (COD/SEARCH)

There are two entries to the search facility:

1. When the "OVERSEAS" is pressed in international service.
2. Whenever a basic service is selected for an international destination.

The scale offers the choice of entering the destination code directly (if known) or through inputting the name of the country (international post) alphabetically by pressing the "SEARCH" key. When the key is pressed the scale displays "Enter COUNTRY" enabling the name of the Country to be input using the appropriate alpha keys. Key in the first few letters of the Country (alphabetically) commencing with the entered letters will appear on the display together with information about that country. For example:-

AUSTRIA
Ctry Code 130

If the Country shown is the one desired press the "ENTER" key. If it is not then press the "<--" or "-->" keys to browse up or down the list of Countries held in the PS 3000N's database until required Country appears and then press the "ENTER" key. The Country name will be shown on the display for a few seconds and the display will then change to show the service selected and the 3-digit country in the first line of the display; weight and the postal cost in the second line of the display. For example:

OVERS AIR STD130
200g $5.80

Key (ENTER ZONE)

When the display prompts you to enter postcode "P.CODE/ZONE", press ENTER ZONE key if the destination zone or if information required about the city is unknown. For example:

When display prompts "P.CODE/ZONE"

PRESS ***DISPLAY***

N1 SYDNEY
Press < - or ->

If the City shown is the one desired press the "ENTER" key. If it is not then press the "<--" or "-->" keys to browse up or down the list of Cities held in the PS 3000N's database until required City appears and then press the "ENTER" key.

Key (ON/OFF/TARE)

The TARE function is used to offset a weight. The weight of an article on the platform will be treated as ZERO and all other added weights to the scale will compute from this point. Upon removing the 'tarred' article the display will show a NEGATIVE weight and the TARE key should be pressed again to clear this display and reset to 0 gram display.

An overload tone and message will indicate that the maximum tare weight of 1500 grams has been exceeded.

Key CE

Should you enter an incorrect input in numeric input mode, or in alphabetic input mode, simply press this key to clear and re-enter the correct data.

Key MANUAL WEIGHT ENTRY

This key is used to manually enter the weight in grams through the keyboard. The maximum weight that can be entered is 20kg. Some models of PS 3000N Scale don't have this feature.

WEIGHT(gram)

Type the weight and press “ENTER “to complete the entry or “CE” to cancel.

Pressing the “CE” button will clear the manually entered weight.

MESSAGE LIST

Long Message	*Short Form*	*Service Representation*
CLEAN	**CLN**	Clean Mail
CLEAN +	**CLN**	Clean Mail Plus
COP(P)	**O**	Cash-On-Delivery (Postage Only)
COP(P+C)	**O**	Cash-On-Delivery (All Other)
DC	**A**	Delivery Confirmation
ECONOMY AIR STD	**EA**	International Economy Air Service
ECI	**ECI**	Express Courier International (formerly EMS – Express Mail Service)
E POST PAR	**EP PAR**	Express Post Parcel
EP 3kg SATCHL	**EP3L**	Express Post 3kg Satchel
EP 500g SATCHL	**EP5L**	Express Post 500g Satchel
EXP P B4 ENV(L)	**EPB4(L)**	Express Post B4 Envelope (Local)
EXP P B4 ENV(I)	**EPB4(I)**	Express Post B4 Envelope (International)
EXP P C5 ENV(L)	**EPC5(L)**	Express Post C5 Envelope (Local)
EXP P C5 ENV(I)	**EPC5(I)**	Express Post C5 Envelope (International)
INSU	**I**	Insurance
INTERSTATE	**ITER**	Interstate
INTER L.LETTER	**ITER**	Interstate Large Letters
INTRASTATE	**ITRA**	Intrastate
INTRA L.LETTER	**ITRA**	Intrastate Large Letters
OVERS AIR STD	**OAIR**	Overseas Air Service
OVERS AIR PAR	**OAP**	Overseas Air Parcels
OVERS AIR P.C	**OAPC**	Overseas Air Postcard
OVERS SEA	**OSEA**	Overseas Sea Service
OVERS AIR P.C	**OAPC**	Overseas Sea Postcard
OVERS SEA PAR	**OSP**	Overseas Sea Parcels
PARCEL (L)	**P(L)**	Domestic Local Rate For Parcel Up To 500g
PARCEL AIR (L)	**PAIR**	Domestic Air Parcel(Local Rate)
PARCEL AIR	**PAIR**	Domestic Air Parcel
PARCEL SURF (L)	**PSUR**	Domestic Surface Parcel(Local)
PARCEL SURF	**PSUR**	Domestic Surface Parcel
PARCEL W/50KM	**P50K**	Parcel Within 50 Km
PERSON TO PERSON	**C**	Person to Person
REGISTERED	**R**	Registered Post
S.POST	**S**	Security Post
STANDARD	**STD**	Domestic Standard Letters
POSTCARD		Domestic Postcard

POSTAL CHARGE CHANGES

From time to time, Australia Post changes the postal charges and these charges updates are accounted for by the changing of a data memory chip, which can be ordered prior to a rate change from your distributor or ELANE (Australia). Complete Instructions how to perform this change easily by yourself are included in the manual of the Data Chip Change Package as well as a user manual covering the changes.

KEYBOARD OVERLAY CHANGES

Australia Post changes the postal charges as well as the services they are offering from time to time. These changes sometimes affect the keyboard overlay design.

If this would become necessary you will be offered a new keyboard by ELANE in case of a small change or a new keyboard is included in the Rate Change Package as mentioned above. You can be assured that in case of any changes to the postal system in the future, the ELANE PS3000N can be retrofitted easily by yourself in minutes.

Cyber-Calibration Procedures

Your scale is equipped with an AUTOMATIC calibration system. Should you require performing this Calibration by yourself you need to have a reference weight set of 5 kg.

PLEASE REFER TO CALIBRATION INSTRUCTIONS ON THE INTERNET at address http://www.elane.net

Country List

CODE	COUNTRY OF DESTINATION	CODE	COUNTRY OF DESTINATION	CODE	COUNTRY OF DESTINATION
100	ABU DHABI	181	CAROLINE ISLANDS	262	GREECE
101	ADEN	182	CAYMAN ISLANDS	263	GREENLAND
102	ADMIRALTY ISLANDS	183	CELEBES	264	GRENADA
103	AFARS, FRENCH TERR	184	CENTRAL AFRICAN REP	265	GUADELOUPE
104	AFGHANISTAN	185	CEUTA	266	GUAM
105	AGELEGA ISLANDS	186	CEYLON	267	GUANTANAMO BAY
106	AITUTAKI	187	CHAD	268	GUATEMALA
107	AJMAN	188	CHAFARINAS	269	GUERNSEY
108	ALAND	189	CHAGOS ARCHIPELAGO	270	GUINEA
109	ALASKA	190	CHANNEL ISLANDS	271	GUINEA-BISSAU
110	ALBANIA	191	CHATHAM ISLANDS	272	GUYANA
111	ALDERNEY	192	CHESTERFIELD ISLANDS	273	HADRAMAUT
112	ALEUTIAN ISLANDS	193	CHILE	274	HAINAN
113	ALGERIA	194	CHINA PEP REP OF C	275	HAITI
114	ALHUCEMAS	195	CHINA TAIWAN	276	HAWAII
115	ALL SAINTS	196	CHRISTMAS IS., PAC OCN	277	HERM
116	AMERICAN SAMOA	197	COLOMBIA	278	HERVEY ISLANDS
117	AMIRANTES	198	COMORO ISLANDS	279	HOKKAIDO
118	ANDAMAN ISLANDS	199	COMOROS	280	HONDURAS
119	ANDORRA	200	CONGO	281	HONG KONG
120	ANEGADA	201	COOK ISLANDS	282	HONSHU
121	ANGOLA	202	CORFU	283	HUNGARY
122	ANGUILLA	203	CORSICA	284	HUON ISLAND
123	ANJOUAN	204	COSTA RICA	285	ICELAND
124	ANTIGUA	205	COTE D'LVOIRE	286	IFNI
125	ARGENTINA	206	CRETE	287	INDIA
126	ARMENIA	207	CROATIA	288	INDONESIA
127	ARUBA	208	CUBA	289	IRAN
128	ASCENSION	209	CURACAO	290	IRAQ
129	ATIU ISLAND	210	CYPRUS	291	IRELAND
130	AUSTRIA	211	CZECH REPUBLIC	292	IRIAN JAYA
131	AVARUA	212	D'ENTRECASTEAUX ISLANDS	293	IRISH REPUBLIC
132	AZERBAIJAN	213	DAHOMEY	294	ISLE OF MAN
133	AZORES	214	DAITO ISLANDS	295	ISRAEL
134	BAHAMAS	215	DANGER ISLANDS	296	ISSAS, FRENCH TERR
135	BAHRAIN	216	DENMARK	297	ITALY
136	BALEARIC ISLANDS	217	DESIRADE	298	IVORY COAST
137	BALI ISLAND	218	DJIBOUTI	299	JAMAICA
138	BANGLADESH	219	DOMINICA	300	JAMMU
139	BANKS ISLANDS	220	DOMINICAN REP	301	JAN MAYEN
140	BARBADOS	221	DUBAI	302	JAPAN
141	BARBUDA	222	EASTER ISLAND	303	JAPEN ISLAND
142	BARREW ISLANDS	223	ECUADOR	304	JAVA
143	BASSAS DA INDIA	224	EGYPT	305	JERSEY
144	BELARUS	225	EL SALVADOR	306	JETHOU ISLAND
145	BELEP ISLAND	226	ELLICE ISLANDS	307	JOHORE
146	BELGIUM	227	ENDERBURY	308	JORDAN
147	BELIZE	228	EQUATORIAL GUINEA	309	JUNAGADH
148	BENIN	229	ERITREA	310	KALIMANTAN
149	BERMUDA	230	ESTONIA	311	KAMARAN ISLAND
150	BHUTAN	231	ETHIOPIA	312	KAMPUCHEA
151	BISMARCK ARCHIP	232	EUROPE ISLAND	313	KASHMIR
152	BISSAGOS ISLANDS	233	FALKLAND ISLANDS	314	KAZAKHSTAN
153	BOLIVIA	234	FANNING ISLAND	315	KEDAH
154	BONAIRE	235	FAROE ISLANDS	316	KELANTAN
155	BORNEO	236	FERNANDO PO	317	KENYA
156	BOSNIA-HERZEGOVINA	237	FIJI	318	KERMADEC ISLANDS
157	BOTSWANA	238	FINLAND	319	KHAN YUNIS
158	BOUGAINVILLE	239	FORMOSA	320	KIRGHIZIA
159	BRAZIL	240	FRANCE	321	KIRIBATI
160	BRECHOU	241	FRENCH GUIANA	322	KOREA, DEM P'S REP OF
161	BRITISH ANTARCTIC TERR	242	FRENCH OCEANIA	323	KOREA, REP OF
162	BRITISH GUIANA	243	FRENCH POLYNESIA	324	KURIA MURIA ISLANDS
163	BRITISH HONDURAS	244	FRIENDLY ISLANDS	325	KUWAIT
164	BRITISH SOLOMON ISLANDS	245	FUJAIRAH	326	KYUSCHU
165	BRITISH VIRGIN ISLANDS	246	FUTUNA ISLAND	327	LABRADOR
166	BRUNEI	247	GABON	328	LABUAN
167	BUKA	248	GALAPAGOS ISLANDS	329	LACCADIVES
168	BULGARIA	249	GAMBIA, THE	330	LAOS
169	BURKINA FASO	250	GAMBIER ISLANDS	331	LAS PALMAS
170	BURMA	251	GAZA	332	LATVIA
171	BURUNDI	252	GEORGIA	333	LEBANON
172	CABINDA	253	GERMANY	334	LEEWARD ISLANDS
173	CAICOS ISLANDS	254	GHANA	335	LES SAINTES
174	CAMBODIA	255	GIBRALTAR	336	LESOTHO
175	CAMEROON	256	GILBERT ISLANDS	337	LIBERIA
176	CAMPBELL ISLANDS	257	GLORIEUSES ISLANDS	338	LIBYAN ARAB JAMAHIRIYA
177	CANADA	258	GOZO	339	LIECHTENSTEIN
178	CANARY ISLANDS	259	GRAHAM LAND	340	LIHOU
179	CANTON	260	GRANDE COMORE ISLAND	341	LITHUANIA
180	CAPE VERDE	261	GREAT BRITAIN	342	LOUISIADE ARCHIPELAGO

343	LOYALTY ISLANDS	429	PERIM	515	ST JOHN
344	LUXEMBOURG	430	PERLIS	516	ST LUCIA
345	MACAU	431	PERSIA	517	ST MARIE
346	MACEDONIA	432	PERU	518	ST MARTIN
347	MACIAS NGUEMA BIYOGO ISL	433	PESCADORES ISLANDS	519	ST PIERRE, MIQUELON
348	MADAGASCAR	434	PETER I ISLAND	520	ST THOMAS
349	MADEIRA	435	PHILIPPINES	521	ST VINCENT, GRENADINES
350	MALACCA	436	PHOENIX ISLANDS	522	SUDAN
351	MALAWI	437	PINE ISLAND	523	SULAWESI
352	MALAYSIA	438	PITCAIRN ISLAND	524	SUMATRA
353	MALDIVES	439	POLAND	525	SURINAME
354	MALI	440	PORTUGAL	526	SURPRIS ISLANDS
355	MALTA	441	PORTUGUESE GUINEA	527	SUWARROW
356	MALVINAS	442	PORTUGUESE TIMOR	528	SVALBARD
357	MANAHIKI	443	PRINCE EDWARD ISLAND	529	SWAZILAND
358	MANCHURIA	444	PRINCIPE	530	SWEDEN
359	MANGAIA	445	PUERTO RICO	531	SWITZERLAND
360	MANUA	446	PUKAPUKA	532	SYRIA
361	MANUAE ISLAND	447	QATAR	533	TADZHIKISTAN
362	MARCUS ISLAND	448	QUEEN MAUD LAND	534	TAHITI
363	MARIANA ISLAND	449	QUEMOY	535	TAIWAN
364	MARIE GALANTE	450	RAKAHANGA	536	TANGANYIKA
365	MARQUESAS ISLANDS	451	RAOUL	537	TANGIER
366	MARSHALL ISLANDS	452	RAROTANGA ISLAND	538	TANZANIA
367	MARTINIQUE	453	RAS AL KHAIMAH	539	TENERIFE
368	MATSU	454	REUNION	540	THAILAND
369	MAUKE ISLAND	455	RHODESIA	541	TIBET
370	MAURITANIA	456	RHODOS	542	TIMOR
371	MAURITIUS	457	RIO MUNI	543	TOBAGO
372	MAYOTTE ISLAND	458	ROMANIA	544	TOGO
373	MELILLA	459	ROSS DEPENDENCY	545	TOKELAU ISLANDS
374	MEXICO	460	RUSSIA	546	TONGA
375	MICRONESIA, FED STATE OF	461	RWANDA	547	TONGAREWA
376	MIDWAY	462	RYUKYU ISLANDS	548	TORRES ISLANDS
377	MITIARO	463	SABA	549	TORTOLA
378	MOHELI ISLAND	464	SABAH	550	TRENGGANU
379	MOLDAVIA	465	SAMOA, AMERICAN	551	TRINIDAD
380	MOLUCCAS	466	SAMOA, WESTERN	552	TRISTAN DE CUNHA
381	MONACO	467	SAN MARINO	553	TROBRIAND ISLANDS
382	MONGOLIA	468	SANTA CRUZ ISLANDS	554	TUAMOTU ISLANDS
383	MONTSERRAT	469	SAO TOME	555	TUBAI ISLANDS
384	MOROCCO	470	SARAWAK	556	TUNISIA
385	MOZAMBIQUE	471	SARDINIA	557	TURKEY
386	MUSCAT	472	SARK	558	TURKMENISTAN
387	MYANMAR	473	SAUDI ARABIA	559	TURKS ISLAND
388	NAMIBIA	474	SAVAGE	560	TUTUILA
389	NAURU	475	SAWAII	561	TUVALU
390	NEGRI SEMBILAN	476	SCHOUTEN ISLANDS	562	UGANDA
391	NEPAL	477	SCOTLAND	563	UKRAINE
392	NETHERLANDS	478	SELANGOR	564	UMM AL QAIWAIN
393	NETHERLANDS ANTILLES	479	SENEGAL	565	UNION ISLANDS
394	NETHERLANDS GUIANA	480	SEYCHELLES	566	UNITED ARAB EMIRATES
395	NEVIS	481	SHARJAH	567	UNITED ARAB REP
396	NEW CALEDONIA	482	SHIKOKU	568	UNITED KINGDOM
397	NEW GUINEA, INDONESIA	483	SHORTLAND ISLAND	569	UNITED STATES OF AMERICA
398	NEW GUINEA, PAPUA	484	SIAM	570	UPOLU
399	NEW HEBRIDES	485	SICILY	571	UPPER VOLTA
400	NEW ZEALAND	486	SIERRA LEONE	572	URUGUAY
401	NEWFOUNDLAND	487	SIKKIM	573	USA
402	NICARAGUA	488	SINGAPORE	574	UZBEKISTAN
403	NIGER	489	SLOVAK REPUBLIC	575	VANCOUVER ISLAND
404	NIGERIA	490	SLOVENIA	576	VANUATU
405	NIUE	491	SOCIETY ISLANDS	577	VATICAN CITY STATE
406	NOCOBAR ISLANDS	492	SOCOTRA	578	VENEZUELA
407	NORTH KOREA	493	SOLOMON ISLANDS	579	VIETNAM
408	NORTHERN IRELAND	494	SOMALIA	580	VIRGIN IS., BRITISH
409	NORWAY	495	SOUTH AFRICA	581	VIRGIN IS., USA
410	NOSSI BE ISLANDS	496	SOUTH GEORGIA ISLANDS	582	VOLCANO ISLANDS
411	OCEAN ISLAND	497	SOUTH KOREA	583	WAKE
412	OKINAWA	498	SOUTH ORKNEYS	584	WALLIS
413	OMAN	499	SOUTH SANDWICH ISLANDS	585	WALPOLE ISLANDS
414	PAGO PAGO	500	SOUTH SHETLANDS	586	WALVIS BAY
415	PAHANG	501	SOUTH WEST AFRICA	587	WASHINGTON ISLANDS
416	PAKISTAN	502	SOUTHERN RHODESIA	588	YEMEN REPUBLIC
417	PALAU ISLANDS	503	SPAIN	589	YUGOSLAVIA
418	PALMERSTON	504	SPANISH GUINEA	590	ZAIRE
419	PANAMA	505	SPANISH SAHARA	591	ZAMBIA
420	PANAMA CANAL ZONE	506	SPANISH SOV. IN N. AFR	592	ZANZIBAR
421	PAPUA NEW GUINEA	507	SPITZBERGEN	593	ZIMBABWE
422	PARAGUAY	508	SPORADES		
423	PAUMOTU ISLANDS	509	SRI LANKA		
424	PEMBA	510	ST BARTHOLOMEW		
425	PENANG	511	ST CHRISTOPHER, NEVIS		
426	PENGHU LIEHTAO ISLAND	512	ST CROIX		
427	PENRHYN	513	ST EUSTATIUS		
428	PERAK	514	ST HELENA		